

City of San Diego
RECREATION COUNCIL WORKING GROUP

MEMORANDUM

DATE: July 17, 2018

TO: Herman Parker, Director, Parks and Recreation Department

FROM: Marcella Bothwell and Katherine Johnston, Co-chairs

SUBJECT: RECOMMENDATIONS TO ACCOMPANY DRAFT COUNCIL POLICY 700-42

For the past several months, the Recreation Council Working Group has been working diligently to create an updated City Council Policy 700-42 that would create a clear operational framework and better reflect recent changes in the governance of Recreation Councils. During the course of this work, recommendations arose that were outside the parameters of the Council Policy yet were important to raise to the attention of department management to enhance the effectiveness of the Recreation Advisory Groups and the Parks and Recreation Department.

Recommendations to City Council

1. Post all Recreation Advisory Group's agendas and minutes on the Parks and Recreation Department's website to increase transparency and encourage public participation.
2. Schedule Council Policy 700-42 to be assessed for operational effectiveness one year after implementation.
3. Pursue actions to promote equitable recreation services across all communities. The Recreation Council Working Group specifically recommends these actions.
 - a. City-wide surcharge – Dedicate 100% of the existing general fund surcharge on registration fees to promote equitable recreation services across the City while leaving intact the full departmental budget.
 - b. Scholarships and fee waivers – Authorize the department to develop a scholarship program that will have objective criteria and a consistent process for fund disbursement. Continue to support the use of fee waivers through increased awareness and utilization of this opportunity.

- c. ActiveNet registrations – Commission a feasibility study assessing the impact of an additional fee associated with ActiveNet registrations that would be dedicated to providing programming to underserved youth across the city.
- d. City-wide Recreation Equity Fund – Modify Council Resolution 311478 to allow individual Recreation Advisory Groups to voluntarily budget a portion of their Recreation Center Funds to be contributed to a city-wide recreation equity fund or another Recreation Center Fund.
- e. Grant Funding – Request that City staff pursue grant funding for the City-wide Recreation Equity Fund.
- f. Community-wide Park Foundation – Support the establishment of a city-wide 501(c)3 organization for fundraising and accepting donations to be used to address equity concerns and enhance programming throughout the city.

Recommendations to Parks and Recreation Department

1. Develop Administrative Guidelines/Department Instructions as a companion document to Council Policy 700-42 to detail associated procedures.
2. Provide training on the Brown Act and meeting procedures for Recreation Advisory Group Chairpersons, in conjunction with the City Attorney's Office.
3. Develop a permit revocation policy and procedures to address individuals and organizations that consistently do not comply with existing policies related to the prioritization and utilizations of recreational assets such as sports fields.
4. Increase department staff's enforcement of departmental regulations, policies, and procedures to reduce noncompliance.
5. Develop a pooled insurance option for service contractors to facilitate compliance with City contracting requirements and reduce administrative burdens for new and small contractors.
6. Develop and disseminate a comprehensive fingerprinting policy that clarifies definitions and implementation procedures. The policy should maintain compliance with state law, but should not create too great a burden on recreation councils' ability to attract volunteers for one-time events.